

## REGULAR COUNCIL MEETING FEBRUARY 8, 2016 7:00 P.M.

The meeting was opened by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Kittel, Ard, Jackson, Hansen, Volkert, Zajkowski, and Student Representatives Victoria Johnson and Jesse Stenske

The Pledge of Allegiance was recited.

Alderman Zajkowski moved to adopt the agenda as presented, seconded by Alderman Hansen and carried.

### **Public Comment**

Michelle Babbs, a resident at Sunshine Courts, explained the situation at Sunshine Courts and requested assistance in handling complaints. Mike Darrow, City Administrator, will work with Michelle to get things resolved.

### **Consent Agenda**

1. Approval of the Minutes from the Previous Regular Council Meeting, January 11, 2016
2. Application for Run/Walk Permit for the Veteran's Memorial Run on May 28, 2016 at 8:00 a.m.
3. Application for Parade Permit for the Loyalty Day Parade on April 30, 2016 at 2:00 p.m.
4. Request from Champ's Bar & Grill for Extension of Premise, Use of Amplifying Devices and Exemption from Sec. 50-87 Loud & Unnecessary Noise for March 17, July 7-10, 2016 from 8:00 p.m. to midnight
5. Application for Direct Seller's Permit from Breanna Simon for Bee's Ice Cream for March 1, 2016 to October 31, 2016 and request to waive the fees
6. Application for License to Serve from Jason M. Sampair, New Richmond; and Kaitlynn J. Pomroy, New Richmond
7. Skate Park Donation from Westfields for \$20,000
8. Skate Park Donation from Walmart for \$2,500
9. Skate Park Donation from R & Z Properties for \$1,000
10. Skate Park Donation from New Richmond Area Community Foundation for \$1,500

11. Payment of VO#58934 through VO#59045 totaling \$1,680,291.35 plus electronic fund transfers of \$3,758,511.72 for a grand total of \$5,438,803.07

General Fund	\$ 3,746,774.22
Impact Fees Fund	6,681.38
Debt Service Fund	4,812.59
Capital Projects	49,738.07
Landfill Cleanup Fund	5,019.62
TIF District #6	3,405.74
Storm Water Utility	44,754.58
Park Land Trust Fund	1,885.09
Tax Agency Fund	1,415,232.86
Unposted Payrolls	160,498.92

Alderman Hansen moved to approve the consent agenda, seconded by Alderman Ard and carried.

### **Department Reports**

Administration- Mike Darrow stated that he and Beth Thompson are meeting with businesses to get feedback on how we can better help them. Community involvement will be needed for the comprehensive plan update. Updates for this project will be on facebook and twitter. If the public is interested in planning, design, or where roads, sidewalks or paths should be located, let us know. The City Council will also be starting the strategic planning process in the next couple months.

Public Works – Jeremiah Wendt explained that St. Croix County is planning for reconstruction of GG in 2018 or 2019. Included in this project will be pedestrian connections. Jeremiah will keep the Council updated on that project. The Just Fix It Campaign will be having a meeting at Ready Randy's on February 23 hosted by Monarch Paving. Let Jeremiah know if you plan to attend this event.

Community Development – Beth Thompson mentioned the following four election dates for 2016:  
February 16, 2016

April 5, 2016

August 9, 2016

November 8, 2016

She also referred citizens to the [www.bringit.wi.gov](http://www.bringit.wi.gov) website for more information regarding the photo ID requirement.

Library - Kim Hennings stated that the library received a "Jump Start to Literacy" grant from NRACF. Sprint has approved a pilot project for the library to be a mobile hotspot. The library will be having a "Food For Fines" program from February 15-29, 2016 where people can bring in food donations to pay their library fines.

Police – Lieutenant Craig Yehlik stated the Police and Fire Commission recently received Mark Samelstad's retirement notice. Craig presented the active shooter training at the Centre. There is interest in having an additional class in the future. The City of New Richmond will host a two day alert training for the police response to active shooter training. Hopefully at the Council meeting next month he will announce the new sergeant. Craig also introduced Katarina Radke who is the newly hired police officer. The Police and Fire Commission will begin the hiring process for a new Police Chief.

Fire - Jim VanderWyst stated there were 18 fire calls in January. They started using a new program called I'm Responding. He plans to do a demonstration at an upcoming council meeting. Jim applied for a grant from Westfield's Hospital to purchase a new AED and was notified that they will receive \$1,500 towards that purchase. Jim will work with the ambulance service to make sure the machine they purchase is compatible with what the ambulance uses. Jim will begin the hiring process for new fire fighters soon if anyone is interested. He also has the new facebook page up and running and is adding a couple new things each week.

Airport – Mike Demulling, Airport Manager, stated that the airport commission met last week and discussed the Farm to Table Program and it was a consensus to support this program. Mike will be meeting with the DOT to make sure everything done on that property is approved by them as well.

#### **WPPI Contract Extension**

Mike Darrow explained that this item was on the January Council agenda. Mike Peters also explained the need for this extension back in October. Mike included a rate comparison to other utilities in the area. The contract was reviewed by our City Attorney as well. Alderman Zajkowski moved to approve the contract extension, seconded by Alderman Kittel and carried.

#### **Capstone Project**

Adam Delikowski is a resident of the City of New Richmond and a graduate student at the University of Colorado. He is interested in undertaking a graduate-level capstone project that focuses on the early stages of a City-wide sustainability plan. The goal of this project will be to evaluate what projects and initiatives other municipalities are pursuing in their sustainability plans and to make recommendations to the City Council on goals for an area-wide plan in the future.

#### **2015 Squad Car Proposal**

Mike Darrow stated that the City Council previously authorized the purchase of two 2016 Dodge Durango vehicles, but they are delayed eight weeks. Bernard's has two 2015 Dodge Durango vehicles available now and the cost savings would be \$1,600. Discussion followed. Alderman Zajkowski moved to purchase the two 2015 Dodge Durango vehicles, seconded by Alderman Hansen and carried.

#### **Plan Commission Recommendations**

Beth Thompson explained that the Plan Commission recommended moving forward with the Request for Proposals and the timeline for the 2016 Comprehensive Plan Update. Alderman Ard moved to approve the RFP and timeline for the 2016 Comprehensive Plan Update, seconded by Alderman Jackson and carried.

Noah Wiedenfeld stated that our current sign ordinance is over 20 years old and much of it cannot be enforced. Money is in the budget to rewrite this ordinance and staff would like to complete this project by May, before construction season begins. Alderman Ard moved to proceed with rewriting the sign ordinance, seconded by Alderman Hansen and carried.

Mike Darrow discussed the Willow River Bluffs subdivision. The area is currently owned by St. Croix County and they have been looking into using the land for recreation. Alderman Ard offered the following resolution and moved for its adoption:

#### **RESOLUTION #021601**

#### **WILLOW RIVER BLUFFS SUBDIVISION**

WHEREAS, the Willow River Bluffs Subdivision was annexed into the City on June 13, 2015, for the purpose of a residential subdivision: and

WHEREAS, at the time of approval from the City, a total of \$935,000 in infrastructure was put in place, which includes streets, curb and gutter for this area; and

WHEREAS, the City's Comprehensive Plan calls for this area to be guided as low-density residential; and

WHEREAS, the City of New Richmond's Park Plan and the St. Croix County's Outdoor Recreation Plan, dated January 2013, do not call for this area to be a regional park; and

WHEREAS, a change in land use from low-density residential to park would require a change in the City's Comprehensive Plan which is a policy decision after public input; and

WHEREAS, the City undertook a recent housing study which highlighted the need for a mix of lots within the City's existing housing inventory; and

WHEREAS, the City of New Richmond affirms Willow River Bluffs Subdivision is best suited for residential development as originally proposed in 2005. To ensure that the Willow River

Bluffs Subdivision be protected, the incorporation of a Conservation Easement be established within all non-developable areas.

NOW, THEREFORE BE IT RESOLVED, that the City of New Richmond requests St. Croix County to sell the property known as Willow River Bluffs in its entirety without delay. Motion was seconded by Alderman Zajkowski and carried.

### **Street Improvements**

Jeremiah Wendt, Public Works Director, explained the findings from the public involvement meeting for the 2016 street improvement projects. Considerable discussion followed. Alderman Hansen moved to authorize staff to proceed with the design for the 2016 Street Improvement projects at this time to allow us to remain on schedule for these projects, seconded by Alderman Ard and carried.

### **Overnight Parking for the Municipal Lot on West First Street and Minnesota Avenue**

Tenants living in the apartment complex at 107 South Knowles Avenue do not have enough parking to accommodate everyone and have requested stalls in the municipal lot on West First Street and Minnesota Avenue be designated for overnight parking. Discussion followed. Alderman Ard moved to designate five stalls on each side of the street in the municipal lot for overnight parking, seconded by Alderman Kittel and carried. Alderman Zajkowski voted no.

### **Four-Way Stop Sign at Arch Avenue and East Third Street**

The City received a request to place a four way stop at the intersection of Arch Avenue and East Third Street. Jeremiah Wendt would like to do an engineering study of this intersection and the intersection at East Fourth Street and Arch Avenue to see what should be done. This will be brought back to a Council work session.

### **Room Tax**

Alderman Ard stated that Act 55, which was passed last year, requires municipalities to hire a third party to administer room tax funds. Alderman Ard suggested drafting a resolution to further amend this language to exclude 3<sup>rd</sup> and 4<sup>th</sup> class cities from this requirement. Alderman Ard offered the following resolution and moved for its adoption:

#### **RESOLUTION #021602**

#### **ROOM TAX**

WHEREAS, Wisconsin Statute 66.0615(1m)(d) provided a municipality that imposes a room tax after May 13, 1994 spend at least 70% of the amount collected on tourism promotion and development; and

WHEREAS, in 2015 the City of New Richmond provided 84.5% of its room tax revenues to groups and organizations focused on promoting the City of New Richmond and bringing in visitors; and

WHEREAS, Act 55 requires the formation of a Tourism Commission which must then contract with another organization if a Tourism Entity does not exist. Furthermore, Act 55 states that members of the hotel industry be a part of said committee. A potential hardship will be in finding citizens to agree to serve on this committee.

WHEREAS, another burden is that the funding, management and administration of the committee and the contracted entity falls on the City, yet the City has no further control of funds collected; and

WHEREAS, it has been a challenge over the past several years to collect from certain local hotels. An additional burden of collection and administration through a third party will be cumbersome and expensive; and

NOW, THEREFORE BE IT RESOLVED, that the City of New Richmond requests that Act 55 be further amended to exclude third and fourth class municipalities (those under 39,000 in population) towns and villages.

BE IT FURTHER RESOLVED, that if the burden of collection as well as the burden of creating and maintaining a commission falls upon the municipality alone, consider repealing the room tax altogether. This would have an impact of approximately \$37,000+ for local associations.

Motion was seconded by Alderman Zajkowski and carried.

**Council Work Session on February 22, 2016 at 5:00 p.m.**

**Communications and Miscellaneous**

None

**Closed Session**

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(f) to discuss conferring with legal counsel for the Common Council who is rendering advice concerning strategy to be adopted by the Council with respect to a Notice of Claim received by the City dated February 1, 2016, seconded by Alderman Jackson and carried.

**Open Session**

No action taken

Alderman Ard moved to adjourn the meeting, seconded by Alderman Hansen and carried.

Meeting adjourned at 9:30 p.m.

Tanya Reigel  
City Clerk